COMMITTEE OF THE WHOLE MINUTES
MARCH 13, 2017

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a meeting of the Committee of the Whole on Monday, March 13, 2017, in Building E, Room 100.01, located at Spartan Drive Campus, Elgin Community College, 1700 Spartan Drive, Elgin, Illinois.

1. Call to Order by Presiding Officer
Chair MacKinney called the meeting to order at 3:59 p.m. and asked Ms. Kerruish to call roll.

Trustees present: Mr. Duffy, Ms. Holmes, Ms. MacKinney, Mr. Meyer, Dr. Olayos, Dr. Redmer, Mr. Saucedo and Student Trustee Mr. Gonzalez

Trustees absent: None

ECC Staff and others present: Dr. Sam, Ms. Heinrich, Ms. Konny, Ms. Webb, Ms. Bucek, Dr. Thompson, Ms. Lucca, Ms. Wons, Ms. Davenport, Ms. Schopen, Ms. Scholl, Dr. Hardy, Mr. Lopez, Ms. Harris, Ms. Amenta, Ms. Tait, Ms. Pang, Ms. Rakow, Mr. Nowak, Ms. Franck and Ms. Kerruish

2. Approval of Meeting Minutes of the Committee of the Whole, March 13, 2017
Chair MacKinney requested approval of the minutes of January 23, 2017.

Motion: Trustee Duffy moved to approve the minutes as presented.
Second: Trustee Olayos seconded the motion.
Roll-Call Vote: All aye by voice vote; motion passed.

3. College Reports
A. Student Success
A written report was submitted under separate cover. There were no questions.

B. Alliance for College Readiness
A written report was submitted under separate cover. There were no questions.

4. Presentations
A. AARP Foundation Back to Work 50+
Ms. Hauca provided background on the AARP Foundation’s Back to Work 50+ program. ECC has participated in the program since 2014. We are the only community college in Illinois utilizing this initiative, and our program has become a model for the country. Elizabeth Soderquist highlighted the program, including demographics, barriers to employment, and the coaching cohort process at ECC.

B. Career Development Services
Ms. Gundrum outlined the career development process and highlighted the five steps necessary for career development, noting that up to 60% of students enter college undecided on a career path. Career Development Specialists Carla Johnson and Lynn Fagerlie elaborated on the process, and a student case study was presented.
5. Review Items on the March 14, 2017 Regular Board Meeting Agenda
   A. Purchases
      1. Consulting Services for Elgin Community College Foundation
      2. Mechanical Maintenance Services
      3. Sale of Used Computer Equipment
         There were no questions on the purchases.
   B. Any Other Agenda Items
      Board Action No. 128-F-17, Tuition for Fiscal Year 2018
      Student Trustee Gonzalez expressed his concerns about the impact of a tuition increase on
      students, as well as the effect on decreasing enrollment. Chair MacKinney explained the
      proposed increase would help offset the decline in enrollment, and Dr. Sam noted ECC’s
      tuition and proposed increase is on the low end of what other colleges are implementing at
      this time.

      The board recessed at 4:44 p.m. and reconvened at 4:53 p.m.

6. Old Business
   A. Cafeteria Survey
      Student Trustee Gonzalez updated the board on the status of the survey he conducted on
      ECC’s cafeteria pricing, and he expressed his appreciation to Dr. Garber and Mr. Rudden
      for their assistance in compiling the survey. A brief discussion followed, and Dr. Sam
      indicated he will follow up on a response from the cafeteria management; and he
      commented we will also review what other colleges are doing in this area.

7. New Business
   A. Board Planning Dates
      1. Board Self-Assessment
         Trustees were asked to complete and return the self-assessments to the president’s
         office by April 11.
      2. President Evaluation
         The completed president’s evaluation forms are due by March 17. They will be
         reviewed in April.
      3. Board Goals
         Board goals are due April 11.
      4. Board Reorganization
         Trustee Ollayos noted it is customary for the potential new board chair to meet with
         individual trustees prior to being seated.
      5. Special Meeting to Seat Newly Elected Trustees – May 2, 2017
         A special meeting will be held May 2 at 6:00 p.m., at which time the elected
         candidates will be seated. (It was noted the new student trustee will be seated in
         April.)
      6. Requirements for Discussion of Pending, Probably or Imminent Litigation
         Matters in Closed Session
         Trustee Meyer brought to the board’s attention a public access opinion from the Office
         of the Attorney General, which refers to litigation details that must be included on
meeting agendas and in meeting minutes. Dr. Sam indicated he will consult with the college’s attorney regarding the proper wording to include on agenda postings as well as in the minutes, when litigation is probable or imminent.

B. Items of Professional Growth

1. Board Retreat
   The retreat will be held on June 27 & 28, and we will meet on campus. Trustees discussed several items, including the facilitator’s contract, meeting length, and possibly scheduling an IT staff member to assist with set-up of TED talks, which may be included on the agenda.

2. Upcoming Community Engagement Events
   Ms. Franck announced upcoming events.

C. President’s Remarks

- Dr. Sam stated there may be a special meeting on March 23 to ratify the ECCFA contract.
- Dr. Sam clarified the college’s view on the BSN issue, stating that although we support the concept, we will not offer the BSN degree at ECC. A board action indicating this stance may be brought to the board for approval in the near future.
- Mr. Coonen has notified the college of his upcoming retirement at the end of April. We do not plan on replacing his position, however a restructure of the area may include appointing one of four current employees to lead the division.
- We will apply to ICCTA to ensure the board retreat and other training activities meet the new state requirements. ICCTA is also considered to be a training provider, but the application process pertains to them, as well. Outside trainers must also meet certain criteria to qualify. The application form is forthcoming from ICCTA.
- In reference to the immigration issue and undocumented students, nothing in ECC’s procedures will be at odds with federal law. For clarification purposes, Dr. Sam noted ECC officers do not inquire about students’ status, we do not release students’ records, and warrants are needed to carry out arrests. ECC will continue to be inclusive and welcoming to all students.
- Dr. Sam informed the board he will be leaving the country on March 16, and will return April 3. Ms. Heinrich will act as president in Dr. Sam’s absence.

D. Chair’s Remarks

- Chair MacKinney referred to a letter from Congressman Roskam addressed to Trustee Duffy, in response to Mr. Duffy’s letter. Ms. MacKinney reminded the board to be cautious in not using ECC contact information when communicating opinions as private citizens. If this is not made clear, legislators may assume the opinion of the board is being expressed on behalf of the trustee contacting them.
- BOT candidate issues: A candidate for trustee in the upcoming election is stating they are an ECC Foundation board member, however this is not accurate. Another candidate has taken a budget issue out of context and is providing inaccurate information to the public. (Note: Dr. Sam confirmed the discrepancy noted in the budget has been corrected, and the appropriate action has been taken to ensure the discrepancy is not repeated.) Chair MacKinney stressed it is the board’s responsibility to provide the truth to the public.
E. Announcements
   There were no announcements.
F. Issues for Next Month’s Agenda
   There were no issues brought forward.

8. Audience Wishing to Address the Board
   There were no audience members wishing to address the board.

Adjournment
   Chair MacKinney adjourned the meeting at 5:52 p.m.

[Signatures]
John Duffy, MS Ed, Board Secretary
Diane Kerruish, Board Recorder